

 <p>Financial Assistance Award</p> <p>DENALI COMMISSION 510 L Street, Suite 410 Anchorage, Alaska 99501 (907) 271-1414 (phone) (907) 271-1415 (fax) www.denali.gov</p>		Award Number	01085-00																																																																														
		Award Title	FY09 Denali Training Fund and Youth Initiatives																																																																														
		Performance Period	October 1, 2008 through September 30, 2010																																																																														
Authority 112 Stat 1854		CFDA Number 90.100		Recipient Organization & Address State of Alaska Department of Labor and Workforce Development P.O. Box 21149 Juneau, AK 99802																																																																													
Denali Commission Finance Officer Certification		Jennifer Price 03/04/2009		Phone: (907) 269-4551 Recipient DUNS # 809386550 TIN # 926001185																																																																													
Cost Share Distribution Table																																																																																	
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Accounting Code</th> <th colspan="2">New Funding</th> <th colspan="2">Prior Period Funding</th> <th rowspan="2">Total</th> </tr> <tr> <th>Denali Commission</th> <th>Other Contributors</th> <th>Denali Commission</th> <th>Other Contributors</th> </tr> </thead> <tbody> <tr> <td>95670000AL</td> <td>\$325,000.00</td> <td></td> <td>\$0.00</td> <td></td> <td>\$325,000.00</td> </tr> <tr><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td></td><td>\$0.00</td></tr> <tr><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td></td><td>\$0.00</td></tr> <tr><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td></td><td>\$0.00</td></tr> <tr><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td></td><td>\$0.00</td></tr> <tr><td></td><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td>\$0.00</td></tr> <tr><td></td><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td>\$0.00</td></tr> <tr><td></td><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td>\$0.00</td></tr> <tr><td></td><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td>\$0.00</td></tr> <tr><td></td><td></td><td>\$0.00</td><td></td><td>\$0.00</td><td>\$0.00</td></tr> <tr> <td>Total</td> <td>\$325,000.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$325,000.00</td> </tr> </tbody> </table>						Accounting Code	New Funding		Prior Period Funding		Total	Denali Commission	Other Contributors	Denali Commission	Other Contributors	95670000AL	\$325,000.00		\$0.00		\$325,000.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00			\$0.00		\$0.00	\$0.00			\$0.00		\$0.00	\$0.00			\$0.00		\$0.00	\$0.00			\$0.00		\$0.00	\$0.00			\$0.00		\$0.00	\$0.00	Total	\$325,000.00	\$0.00	\$0.00	\$0.00	\$325,000.00
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Signature of Authorized Official - Denali Commission Electronically Signed		Typed Name and Title George Cannelos Federal Co-Chair		Date 03/04/2009																																																																													

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AWARD CONDITIONS

1. Scope of Work

This document establishes the Scope of Work for the financial assistance award made by the Denali Commission (hereinafter referred to as the Commission) to the State of Alaska Department of Labor and Workforce Development (hereinafter referred to as the DOLWD) in the amount of \$325,000.00.

DOLWD will manage and administer the Commission's Fiscal Year 2009 Denali Training and Youth Initiatives projects. All Commission funding is intended for use for the scope of work identified in this award document only. Any balance of funds remaining after the full scope of work has been completed will be returned to the Denali Commission.

The following personal services will be charged to this award to manage and administer the Denali Training Program and Youth Initiatives: Program Lead (1.0), grants administrators (1.04), Supervisory support and other staff support (.315), administrative support (.25), and MIS support (.05).

The administration of projects will include:

- Post appropriate and timely publications of the quarterly Denali Training Fund (DTF) and the Youth Initiative (Youth) requests for grant applications (RGA).
- Review, approve and implement all public RGA, applications and reporting forms.
- Assist interested parties and others to develop training projects in coordination with current Commission projects.
- Provide technical assistance to all potential grantees requesting help and participate in informational teleconferences.
- Receive and review all Youth and DTF grant applications submitted to ensure complete application, complete preliminary due diligence and provide copies of each eligible application to project selection committee. Co-facilitate all project selection committee meetings and maintain record of proceedings.
- Draft project authorizations and forward to the Commission for approval.
- Communicate to all entities who submitted proposals the final outcomes of the project selection through award or denial letters. As requested, provide feedback to those who may resubmit.
- Complete final scope, budget negotiations with each grantee utilizing recommendations and comments of selection committee.
- Participate in pre-award checklist meeting for Youth and DTF projects.
- Receive and review all quarterly and final reports for compliance and completion and upload to the database.
- Monitor all DTF and Youth projects for compliance of services, budget, timelines, and performance outcomes in collaboration with the Commission. Communicate with the Commission on the suspension or termination of projects that are failing to meet the grant requirements
- Collect, process, and approve all financial reports and reimbursements during the life of the project.
- Maintain database of information related to the persons served under the training projects and their outcomes.
- Upon project completion, prepare close-out amendments and other required documents.
- Make recommendations to the Commission regarding reallocation of any funding released during grant close-out.
- Market the DTF and Youth programs.

Travel will be allowed for DOLWD Program Manager to monitor Commission project and for other activities related to the purpose and outcomes of this award. All travel charged to this award will be in-state and reported in the quarterly report with monitoring outcomes.

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An annual report compilation will be required as stated in section 7.

Matching Funds: The DOLWD, receives funding from state and federal sources for the purposes of providing training and employment services to different targeted groups of Alaskans. Each of these programs have requirements that their funds may only be expended for the purposes for which they are provided. As a result, the DOLWD does not have a source of funds that can be used to support the activities of administering the DTF and the Youth programs. The DOLWD must rely solely upon the administrative funds provided by the Commission for overseeing and managing those two programs.

2. Milestones

The following milestones are identified as the major steps to be completed as part of the project. "Planned" dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned Start Date	Planned End Date	Actual Start Date	Actual End Date	Units	Total Cost at Completion
In-Progress	10/01/2008	09/30/2010	mm/dd/yyyy	mm/dd/yyyy	nn	\$
Project Close-out	10/01/2010	12/31/2010	mm/dd/yyyy	mm/dd/yyyy	nn	\$

3. Award Performance Period

The Award performance period is October 1, 2008 through September 30, 2010. This is the period during which Award recipients can incur obligations or costs against this Award.

4. Direct and Indirect Costs

The cost principles of OMB A-87 are applicable to this Award. Indirect costs are included in this flat administration fee. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

5. Budget and Program Revisions

The Administrative Circular, A-102, applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that the DOLWD will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

6. Payments

Payments under this Award will be made by electronic transfer in response to a "Request for Advance or Reimbursement", Standard Form 270 (SF-270) submitted by the DOLWD. Requests for advances or reimbursements may be made as needed. An explanation of expenditures will be provided that correspond to the reimbursement. The SF-270 must be submitted to the Commission via fax, e-mail (finance@denali.gov) or mail in order for payment to be processed. The form is available on the OMB website: http://www.whitehouse.gov/OMB/grants/grants_forms.html. Payments shall be made in accordance with OMB A-102 Administrative Circular. Please contact the Commission's Finance Manager at (907) 271-1414 for further information about submitting this form. No interest will be

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accrued on these funds.

7. Reporting

Three forms of project reporting are required under this Award, listed below. The DOLWD shall submit reports using the Commission's on-line Project Database System, available at <http://www.denali.gov/>. If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Manager listed in this agreement.

a. **Progress Reports** shall be submitted on a quarterly basis. The first reporting period is October 1, 2008 through March 30, 2009, and quarterly thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:

- i. The total project expenditures for the award as of the end of the reporting period.
- ii. Updated schedule and milestone information as identified in the Scope of Work.
- iii. A complete list of all Commission project authorizations, their status to date, any problems, overruns and delays, including any type of litigation related to the projects and accounting of all travel and project monitoring outcomes.

b. **Federal Single Audits** shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] "Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part [subpart 205]. The determination of when an award is expended should be based on when the activity related to the award occurs."

Recipients shall also submit single audits to the Federal Clearinghouse as designated by OMB. Information can be found on the following web-site: <http://harvester.census.gov/sac/>

c. **Annual Denali Training Fund Report** shall be submitted via regular mail or as an email attachment no later than the last day of February of each year. This report shall be a compilation of the DTF outcomes and successes including but not limited to total participation separated into the various priority industries, highlights, overview, how many new jobs were filled due to DTF training, how many existing jobs were sustained due to DTF training, employment % following exit of DTF training, median wage prior to training and then upon exit of DTF participants, total earnings change between the 12 months prior to training as compared to 12 months following training, total receiving a credential or certificate of completion, types of credentials or certificates, chart of training activities by major hub and/or regions that indicate number of participants, employment pre-training, employment post training, pre-training earnings, post-training earnings, % change in earnings, chart of all DTF training vendors and their training outcomes (number served, number employed before and after), % Change in employment, earnings 12 months before and after DTF, % change in earnings. Include a section on customer satisfaction and lessons learned.

8. Project/Award Close-out

The project close-out report shall be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The project close-out report shall be submitted on-line through the Commission's on-line Project Database System, available at <http://www.denali.gov/>. The project close out will require the recipient to submit the following information:

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- a. Final data for each item listed in paragraph 7(a) "Progress Reports."
 - b. Final project expenditures itemized by the following categories: Personal Services, Travel, Contractual, Supplies as noted in the budget application and a narrative that explains any budget, scope or timeline variance.
 - c. Acknowledgement of support: For all non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. Where appropriate, the DOLWD will identify the Commission's financial support for the DTF and Commission-directed training projects in printed material, reports, advertisements, announcements, requests for proposals or other correspondence. Costs associated with this requirement shall be paid out of the administrative funding received by the DOLWD from the Commission.

9. Public Policy Laws and Assurances

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b. Some of the laws are highlighted below for your reference.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Commission fund.

10. Non-Compliance with Award Conditions

Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Commission. The Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections have not been made by the deadline, the Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

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11. Program Manager, Financial Manager & Other Contact Information

Denali Commission	Department of Labor and Workforce Development
<p>Karen Johnson Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 Fax: 907-271-1415 E-mail: karenj@denali.gov</p>	<p>Carol Schumacher Project Manager 1016 W. 6th AVE, Suite 205 Anchorage, AK 99501 Phone: 907-269-4658 Fax: 907-269-4661 Email: carol.schumacher@alaska.gov</p>
<p>Mariah McNair Grants Specialist 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-2367 Fax: 907-271-1415 E-mail: mmcnair@denali.gov</p>	<p>Chari Henton Grants Administrator 1016 W. 6th AVE, Suite 205 Anchorage, AK 99501 Phone: 907-269-3745 Fax: 907-269-4661 Email: chari.henton@alaska.gov</p>